

# ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF 4 PAGES

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

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1. DATE OF ORDER 02/14/2012		2. CONTRACT NO. (If any)		6. SHIP TO:	
3. ORDER NO. DTMA-95-P-2012-0107		4. REQUISITION/REFERENCE NO. MMA-PR5103-20120035		a. NAME OF CONSIGNEE U.S Merchant Marine Academy	
5. ISSUING OFFICE (Address correspondence to) U.S.Merchant Marine Academy Division of Procurement USMMA-5206 300 Steamboat Road Kings Point NY 11024-1699				b. STREET ADDRESS U.S. DOT/Maritime Administration 300 Steamboat Road	
				c. CITY Kings Point	e. ZIP CODE 11024-1699
7. TO: Peter Thompson, Govt Business POC				f. SHIP VIA	
a. NAME OF CONTRACTOR NATIONAL HISPANIC COLLEGE FAIRS, INC.				8. TYPE OF ORDER	
b. COMPANY NAME				<input checked="" type="checkbox"/> a. PURCHASE REFERENCE YOUR:	
c. STREET ADDRESS 135-02 Rockaway Beach Blvd				<input type="checkbox"/> b. DELIVERY Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
d. CITY Far Rockaway		e. STATE NY	f. ZIP CODE 11694-1318		
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE Dept. of Admissions	
11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT Destination	
<input checked="" type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. EMERGING SMALL BUSINESS <input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED					
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 02/10/2012	
a. INSPECTION USMMA		b. ACCEPTANCE USMMA		16. DISCOUNT TERMS	

## 17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	SPRING 2012- REGISTRATION FOR (8) CAREER COUNCIL FAIRS-					
	Continued ...					

18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:						
a. NAME USMMA A/P BRANCH		\$3,200.00				17(i) GRAND TOTAL
b. STREET ADDRESS (or P.O. Box) AMZ-160 P.O. Box 25710						
c. CITY Oklahoma City		d. STATE OK	e. ZIP CODE 73125		\$3,200.00	

22. UNITED STATES OF AMERICA BY (Signature)



23. NAME (Typed)  
Maxmillian Diah  
TITLE: CONTRACTING/ORDERING OFFICER

If desired, this order (or a copy thereof) may be used by the Contractor as the Contractor's invoice, instead of a separate invoice, provided the following statement, (signed and dated) is on (or attached to) the order: "Payment is requested in the amount of \$ \_\_\_\_\_. No other invoice will be submitted." However, if the Contractor wishes to submit an invoice, the following information must be provided: contract number (if any), order number, item number(s), description of supplies or service, sizes, quantities, unit prices, and extended totals. Prepaid shipping costs will be indicated as a separate item on the invoice. Where shipping costs exceed \$10 (except for parcel post), the billing must be supported by a bill of lading or receipt. When several orders are invoiced to an ordering activity during the same billing period, consolidated periodic billings are encouraged.

Quantity in the "Quantity Accepted" column on the face of this order has been: ☐ inspected, ☐ accepted, ☐ received by me  
and conforms to contract. Items listed below have been rejected for the reasons indicated.

SHIPMENT NUMBER	PARTIAL		DATE RECEIVED	SIGNATURE OF AUTHORIZED U.S. GOV'T REP.	DATE
	FINAL				
TOTAL CONTAINERS		GROSS WEIGHT	RECEIVED AT	TITLE	

[illegible]

## SCHEDULE - CONTINUATION

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

02/14/2012

DTMA-95-P-2012-0107

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>Admin Office: U.S.Merchant Marine Academy Division of Procurement USMMA-5206 300 Steamboat Road Kings Point NY 11024-1699</p> <p>Accounting Info: 70121750MA - 2012 - 1PDA000008 - 0000510300 - 25215 - 61006600 Period of Performance: 03/20/2012 to 04/20/2012</p> <p>Registration for eight (8) College Fairs (Career Council / National Hispanic / Catholic High School) (Reference attached registration information)</p> <p>N.B.: Registration done on-line at: <a href="http://www.collegefair.info">http://www.collegefair.info</a></p> <p>Registering for eight (8) fairs drops per-fair price to \$400.</p> <p>SOLE SOURCE JUSTIFICATIONS ATTACHED.</p> <p>DUNS: 119335169 REMIT TO: SAME AS ABOVE CONTACT: DEBORAH PORTER, CONTRACT SPECIALIST 516-726-6137 INVOICE INQUIRIES: BARBARA MARTOS 405-954-1219</p> <p>The total amount of award: \$3,200.00. The obligation for this award is shown in box 17(i).</p>	8	EA	400.00	3,200.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$3,200.00



**COMMERCIAL CLAUSES****1 52.252-02 CLAUSES INCORPORATED BY REFERENCE**

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://acquisition.gov/far/current/html/FARTOCP52.html>

Clause	Title	Date
52.222-03	Convict Labor	June 2003
52.232-01	Payments	April 1984
52.232-08	Discounts For Prompt Payment	February 2002
52.232-25	Prompt Payment	October 2008
52.232-33	Payment by Electronic Funds Transfer-Central Contractor Registration	October 2003
52.243-01	Changes--Fixed Price	August 1987
52.246-01	Contractor Inspection Requirements	April 1984
52.249-04	Termination for Convenience of the Government (Services) (Short Form)	April 1984
52.249-08	Default (Fixed-Price Supply and Service)	April 1984

<http://www.collegefair.info>

**VIEW DATES, DIRECTIONS AND REGISTER**

**Career Council College Fairs:**

Wednesday, March 7, 2012 – Lehigh Valley, PA CC

Thursday, March 8, 2012 – Philadelphia, PA CC

① Tuesday, March 20, 2012 – Northern New Jersey CC

Wednesday, March 21, 2012 – Central New Jersey CC

Thursday, March 22, 2012 – Southern New Jersey CC

**National Hispanic College Fairs:**

Monday, February 13, 2012 – Atlanta, GA NHCF

Monday, February 13, 2012 – Houston, Texas NHCF

Tuesday, February 14, 2012 – San Antonio, Texas NHCF

② Wednesday, February 15, 2012 – Austin, Texas NHCF

Thursday, February 16, 2012 – Fort Worth, Texas NHCF

Friday, February 17, 2012 – Dallas, Texas NHCF

③ Tuesday, March 13, 2012 – Chicago, Illinois NHCF

Wednesday, March 14, 2012 – Lake County, IL NHCF

④ Thursday, March 15, 2012 – Suburban Chicago, Illinois NHCF

Monday, April 16, 2012 – New York City, NY (Day 1) NHCF

Tuesday, April 17, 2012 – New York City, NY (Day 2) NHCF

Wednesday, April 18, 2012 – Westchester/Rockland County, NY NHCF

Thursday, April 19, 2012 – Orange/Sullivan Counties, NY NHCF

Monday, April 23, 2012 – Orange County, CA NHCF

Monday, April 23, 2012 – Central New Jersey NHCF

Tuesday, April 24, 2012 – Northern New Jersey NHCF

Thursday, April 26, 2012 – Colorado Springs, Colorado NHCF

Friday, April 27, 2012 – Denver, Colorado NHCF

Friday, April 27, 2012 – Providence, Rhode Island NHCF

**Catholic High School College Fair:**

⑤ Tuesday, February 28, 2012 – NYC Catholic High School College Fair (Brooklyn, Queens and Staten Island)

Friday, March 9, 2012 – NYC Catholic High School College Fair (Manhattan, Bronx and Westchester)

Monday, March 12, 2012 – Milwaukee, WI Catholic High School College Fair

⑥ Tuesday, March 27, 2012 – Northern New Jersey Catholic High School College Fair

⑦ Friday, April 13, 2012 – Houston, TX Catholic High School College Fair

⑧ Friday, April 20, 2012 – Los Angeles, CA Catholic High School College Fair

**Student Athlete College Fair:**

Friday, March 16, 2012 – Indianapolis Student Athlete College Fair

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**Peter Thompson**

College Relations

1-800-562-3346

[pthompson@collegefair.info](mailto:pthompson@collegefair.info)